

SELECTMEN'S MINUTES
December 20, 2007 Budget Workshop

MEMBERS PRESENT: Vice Chairman Dennis Senibaldi, Margaret Crisler, Bruce Breton and Roger Hohenberger were present. Chairman Alan Carpenter was delayed and arrived at 7:25 pm. David Sullivan, Town Administrator and Dana Call, Asst Town Admin-Finance, as well as several department heads, were also in attendance. Meeting commenced at 7:05 pm.

BUDGET WORKSHOP: The Board met with Lee Maloney, CART Executive Director and Tom Case, CART Board member to further discuss the 2008 funding request. Ms. Maloney gave a brief presentation regarding the usage by Windham residents. Ms. Maloney also clarified that the funding request was for \$12,300, not \$10,300, because the previous years' \$2,000 allocation to Greater Derry Regional Transportation Council was part of the CART request, as the two agencies had merged, and that if the Board were to agree to continue participating in the CART program, Windham's share would need to be the full \$12,300. Discussion ensued and Mr. Case indicated that because the program has only been running for about a year, he would suggest the Board agree to continue with the program for another year or two and see if ridership increases, with active promotion of the program. Consensus was to include \$12,300 in the 2008 budget to fund the CART program.

Mr. Carpenter then suggested the Board create a list of any budget items they wish to discuss further, and the Board proceeded as suggested. The Board briefly discussed whether there was a consensus to re-open earlier discussion regarding how the Town Clerk is compensated and whether they should include a warrant article to change it from a fee only basis to a salary & benefits basis. Consensus was to obtain further analysis from staff in projecting the costs out 5 years and discuss at a future Board meeting. The Board then discussed several items in the IT budget, with no changes made. However, the Board requested that in the future, staff request the TAC committee also look at the items in the IT budget.

Discussion then turned to the black and white cruisers. Mr. Hohenberger motioned to remove funding for the black/white paint from the 2008 police vehicle budget. Mr. Breton seconded and motion passed 3-2 with Mrs. Crisler and Mr. Carpenter opposed.

Discussion then turned to the planning department budget and the proposed new part-time Code Enforcement Officer. Roger motioned to remove funding for the position and Mr. Senibaldi seconded. Motion passed 3-2 with Mrs. Crisler and Mr. Carpenter opposed.

Mr. Senibaldi then motioned to reorganize the Maintenance department to replace two part-time employees with one full-time. Mr. Breton seconded, however, the motion was withdrawn.

The Board then briefly discussed the funding for the proposed lease of a new highway truck and the Board asked staff to determine if putting a plow and sander on the truck would void the manufacturer's warranty.

The Board then discussed the proposed funding for the Osgood Road cistern and questioned Fire Chief McPherson as to the value of placing a cistern on this road. A lengthy discussion ensued regarding the need to spend town funds on this project, and whether it should be funded through the operating budget or a separate warrant article. Mr. Hohenberger motioned to remove the \$40,000 proposed in the operating budget and Mr. Senibaldi seconded. Motion failed 2-3 with Mr. Breton, Mr. Carpenter and Mrs. Crisler opposed. Mr. Senibaldi motioned to move the \$40,000 from the operating budget to a separate warrant article and Mr. Hohenberger seconded. Motion passed 3-2 with Mr. Carpenter and Mrs. Crisler opposed. Consensus again, was that the Board will consider awarding the bid and encumbering funds at their year-end meeting if 2007 funds are available.

Chief McPherson then discussed the Firefighter SAFER grant that the Town previously applied for. Although the grant has not yet been awarded, Chief McPherson requested that the Board include a warrant article to fund the hiring of four new firefighters, contingent on the grant being awarded to the Town. Consensus of the Board was to include such an article.

Mr. Senibaldi then motioned to include a separate warrant article to fund the proposed reorganization the Maintenance department to replace two part-time employees with one full-time. Mr. Breton seconded and the motion passed 3-2 with Mr. Carpenter and Mr. Hohenberger opposed.

Mr. Hohenberger motioned to increase the Town Administrator's salary by \$5,000, based on comparable communities' wage scales, and Mr. Senibaldi seconded. Mr. Breton requested the motion include reference to a contract with the Town Administrator. Mr. Sullivan requested that any discussions regarding a contract take place in non-public session. Mr. Hohenberger indicated that he did not wish to revise his motion to include a contract requirement. Motion passed 5-0.

Mr. Breton motioned to institute a policy of freezing cost of living adjustments, for the upcoming year, for all new employees that were hired after August 1 of a given year, with the policy to take effect for those hired after August 1, 2007. Mr. Senibaldi seconded and motion failed 1-4, with Mr. Hohenberger, Mr. Carpenter, Mr. Senibaldi and Mrs. Crisler opposed. Mr. Breton then motioned to prorate the cost of living adjustment for the upcoming year, based on months of service in 2007. Mr. Senibaldi seconded and motion failed 2-3, with Mr. Hohenberger, Mr. Carpenter and Mrs. Crisler opposed. Consensus of the Board was to look into instituting a similar policy going forward, and notifying newly hired employees at the time of hire.

NON-PUBLIC SESSION: Mr. Hohenberger motioned to enter into non-public session in accordance with RSA 91-A:3 IIa and c. Mr. Senibaldi seconded. Roll call vote, all members “yes”. The topic was reputations and compensation.

Mr. Turner entered the meeting and presented a request from an employee to take an unpaid leave from December 27 through May 1. After a lengthy discussion, Mr. Hohenberger motioned to approve a leave of absence through March 31, with notification to the employee that this would be the last year that such a request would be granted, due to operational needs. Mr. Senibaldi seconded and motion passed 4-1 with Mrs. Crisler opposed. The Board then discussed the possible need to hire a temporary contracted employee to assist the Planning department with inspection duties as a result of the employee’s leave of absence, and consensus was to continue such a discussion in a future public session. Mr. Turner then requested direction from the Board in regards to a question from the DES relative to the consultant to be used by the developer for additional testing of the blasting operations at Ledge Rd. Consensus of the Board was to direct the developer to proceed as directed by the DES, without involvement from the current Town consultant.

Mr. Breton then left the meeting. Mr. Turner also left the meeting. Rex Norman, Assessor, then entered the meeting and discussed a request from a resident to be considered for a hardship abatement. Mr. Senibaldi motioned to grant such an abatement for \$1,608.45 representing the total tax due, through the Town’s general assistance program, and Mr. Hohenberger seconded. Motion passed 4-0.

Mr. Sullivan advised the Board that several town employees had received holiday gifts of various values, but most of nominal value, from residents and other individuals associated with the Town. Consensus of the Board was to allow employees to accept such gifts received during the holiday season, as they were generally of the food variety. Mr. Norman then left the meeting.

The Board then briefly addressed the previous discussion regarding a contract for Mr. Sullivan and no decisions were made.

Meeting adjourned at 10:00 pm.

Respectfully submitted,

Dana Call
Asst Town Administrator-Finance

NOTE: These minutes are prepared in draft form and have not been submitted to the Board for approval.